

CHESTNUTHILL TOWNSHIP SUPERVISORS  
ROUTE 715, BRODHEADSVILLE, PA 18322

MINUTES OF REORGANIZATION MEETING – JANUARY 4, 2010

The Reorganization Meeting of the Chestnuthill Township Board of Supervisors was held at 6:30 p.m. on Monday, January 4, 2010, at the Township Municipal Building. Those present were Supervisors Chuck Gould, Dave Fleetwood, Chris Eckert, Atty. Joseph P. McDonald, Jr., Township Manager David Albright and Office Manager Cathy Martinelli.

The **Pledge of Allegiance** to the Flag was led by Cathy Martinelli.

**Temporary Chairman.** Dave Fleetwood made a motion, seconded by Chris Eckert and it was voted to appoint Delbert Heller, **Temporary Chairman.** (3-0)

**Chairman.** Delbert Heller called for nominations for Chairman. Dave Fleetwood made a motion, seconded by Chris Eckert and it was voted to appoint **Chuck Gould, Chairman.** (3-0)

The meeting was turned over to Chuck Gould.

**Vice Chairman.** On motion made by Chuck Gould, seconded by Chris Eckert it was voted to appoint **Dave Fleetwood, Vice Chairman.** (3-0)

**Township Manager.** On motion made by Dave Fleetwood, seconded by Chris Eckert it was voted to appoint **David Albright, Township Manager.** (3-0)

**Secretary/Treasurer/Office Manager.** On motion made by Dave Fleetwood, seconded by Chris Eckert it was voted to appoint **Cathy A. Martinelli Secretary/Treasurer/Office Manager.** (3-0)

**Roadmaster.** On motion made by Dave Fleetwood seconded by Chris Eckert. it was voted to appoint **Merton Whitney, Roadmaster.** (3-0)

**CPA.** On motion made by Dave Fleetwood, seconded by Chris Eckert it was voted to appoint **Zelenkofske Axelrod** to audit the 2009 books. (3-0)

**CPA Consulting Firm.** On motion made by Chris Eckert, seconded by Dave Fleetwood it was voted to appoint **John J. Riley, CPA Consulting Firm.** (3-0)

On motion made by Dave Fleetwood, seconded by Chris Eckert (3-0) the following appointments/reappointments to one-year terms were made:

**Sewage Enforcement Officer** – H.M. Beers, Inc.

**Alternate Sewage Enforcement Officer** – Jeryl Reinhart

**Soil Scientist** – Mark Mills of Soils Resource Limited

**SEO Secretary** – Andrea Kennedy

**Township Engineer** – Reilly Associates – Chris McDermott

**Alternate Township Engineer** – Keystone Engineering – Eric Snyder

On motion made by Chris Eckert, seconded by Chuck Gould (3-0) the following appointments/reappointments to one-year terms were made:

**Township Solicitor** – Joseph P. McDonald, Jr.

**Earned Income Tax Collector** – Berkheimer Tax Collection Service

**Comptroller** – Rusty Lotruglio

**Vacancy Board** – Board of Supervisors and Kim Lutz

**Zoning & Codes Officer** – Walter Hansen

**Attorney for Zoning & Code Officer** – H. Clark Connor

**Zoning Hearing Board Attorney** – Jerry Hanna

**Solicitor to the Planning Commission** – Tim McManus of Cramer Swetz, & McManus

**Secretary to the Planning Commission** – Cathy A. Martinelli

**Supervisors voting delegate** – Dave Fleetwood

**Special Council for Bargaining Agreements** – Mike Carr of Stevens & Lee

**Special Council for Insurance Consulting** – Michael Collins, Esq.

**Building Code Inspector** – Lehigh Valley Inspection Service

**Solicitor to the Building Codes Board of Appeals** – Todd Weitzmann

On motion made by Chuck Gould, seconded by Dave Fleetwood (2-0)(Chris Eckert abstained) the following appointment/reappointment to a one-year term was made:

**Fire Marshall** – Chris Eckert

**New Hires.** None.

**Agriculture Area Advisory Committee** – None.

**Zoning Hearing Board Appointment/Reappointment.** (5 yr. term) None.

**Planning Commission Appointment/Reappointment.** (4 yr term) On motion made by Chris Eckert, seconded by Dave Fleetwood it was voted to reappoint Dave Johnson. (3-0)  
On motion made by Chuck Gould, seconded by Dave Fleetwood it was voted to appoint Sherry Harding to fill the unexpired term of Chris Eckert.(3-0)

**West End Park & Open Space Commission.** On motion made by Chuck Gould, seconded by Dave Fleetwood it was voted to appoint Leigh Kane to a 3 year term.(3-0)

**Building Code Board of Appeals Appointment/Reappointment.** (1 yr term) On motion made by Chris Eckert, seconded by Dave Fleetwood it was voted to appoint Karen Hayes to a 1 year term, and to appoint Frank Longenbach to a 3 year term (3-0)

On motion made by Chuck Gould, seconded by Dave Fleetwood the following union contract details were approved as written (3-0):

**Union Employees PTO (paid time off) – As per the union contract.**

**Union Employees Holidays – As per the union contract.**

**Union Employees Wages – As per the union contract.**

**Non Union Employee Wages.** On motion made by Dave Fleetwood, seconded by Chris Eckert it was voted to give the Zoning & Codes Officer and Comptroller a 50 cent raise. (3-0)

**Union Employees Mileage Reimbursement.** 2010 IRS rate is 50 cents per mile. On motion made by Dave Fleetwood, seconded by Chris Eckert it was voted to approve this rate. (3-0)

**Non Union Employees Mileage Reimbursement.** 2010 IRS rate is 50 cents per mile. On motion made by Dave Fleetwood, seconded by Chris Eckert it was voted to approve this rate. (3-0)

**Non Union Management Employee Contracts.** Dave Albright, Cathy A. Martinelli, Merton Whitney. On motion made by Dave Fleetwood, seconded by Chris Eckert it was voted to approve these Management Contracts with a 50 cent raise. (3-0)

**Board Meetings** – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month unless otherwise advertised and Plans will be reviewed at the first meeting of each month. On motion made by Dave Fleetwood, seconded by Chris Eckert it was voted to approve the above Board meeting schedule. (3-0)

**Work-sessions** on Mondays at 7:30 a.m. when necessary. On motion made by Chris Eckert, seconded by Dave Fleetwood it was voted to approve the above work-session schedule. (3-0)

**Department Head meetings.** Will be held on Monday mornings beginning at 7:15 a.m. On motion made by Dave Fleetwood, seconded by Chris Eckert it was voted to approve the above Department Head meetings. (3-0)

**Bill Approval** – Authorization for Cathy to pay bills on due dates to avoid late charges, along with payroll. On motion made by Dave Fleetwood, seconded by Chris Eckert it was voted to approve the above bill paying. (3-0)

**Public Comment.** None.

**Supervisors Comments.**

Dave Fleetwood and Chuck Gould wanted to welcome Chris Eckert to the Board and look forward to working with him.

**Adjournment.** There being no further business, on motion made by Dave Fleetwood, seconded by Chris Eckert it was voted to adjourn the reorganization meeting at 6:45 p.m. (3-0)

Respectfully submitted,

Cathy A. Martinelli  
Recording Secretary